

Prepared by:	M. Föll	Integrated management system (corporate policy)	OPTIMA
Approval:	J. Glass, M. Hechler		
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Our defined objectives, responsibilities and commitments make a valuable contribution to sustainable business practices. We take our social commitment and our responsibility for quality, economics and occupational health and safety very seriously and give our best every day. Sustainability and social responsibility are the fundamental principles of our actions. Environmental protection, the planned use of energy and resources and occupational health and safety are in our DNA.

1 Foreword

With flexible, customized filling, packaging and production systems, we ensure that valuable and sensitive goods such as medicines, hygiene and medical products, food or cosmetics reach the people around the world who rely on these products every day. As a solution provider, we develop and manufacture custom systems and technologies based on tried-and-tested platforms. With our global service network, we support our customers' systems throughout their entire life cycle. About 3,000 experts all over the world contribute to the success of our company. 20 locations in Germany and abroad guarantee the availability of services around the globe.

A deep understanding of the market, the product and the customer's entire value chain is essential so that we can actively advise and support them while fully exploiting the opportunities offered by new technologies. No matter where in the world our customers are located – we are always close by. Guided by the consciousness of our social responsibility, we obligate ourselves to protect the environment proactively in all of our business activities and to handle our natural resources carefully. As a family-run company, we have a special sense of responsibility to operate ecologically, fair and with long-term success. We succeed in this objective by aiming to achieve holistic excellence in the areas of environmental, social and corporate management. We want to preserve the world for future generations.

Our integrated management system includes the areas of quality, occupational health and safety and the environment. This system was defined and approved by our Management and provides a framework for implementing our work, health and environmental goals, which contribute to the company's success. In addition, these policies are checked annually for up-to-dateness and purposefulness and adjusted where applicable.

This document is also based on our Code of Conduct, which sets out and substantiates our understanding of values in line with our corporate mission statement.

Each employee is responsible for the quality of his work result within the framework of his tasks and possibilities himself. These tasks must be performed with actions that are environment-friendly and occupationally safe. Each individual employee thus contributes personally to ensuring our occupational safety, health protection and environmental protection standard.

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2 Quality policy

2.1 Industry and customer specific

With head offices in Schwäbisch Hall, our company is a technology leader in the precise dispensing, filling, packaging and handling of sophisticated liquid and solid products. As a solution provider, we design and implement systems and technologies, as well as comprehensive concepts, resulting, for example, in turnkey systems that meet the requirements and challenges of customers and their markets. Whether special solutions or modular machines and lines – all functions correspond to industry and customer specific needs.

2.2 Global responsibility

Customers appreciate the spirit of partnership in their cooperation with our company. We provide the necessary infrastructure and resources required in globalized economic relations. The corporate thinking and actions are sustainable: Optima supports a large number of social and civic projects on the global and local levels.

2.3 Central employee success factor

Our company is one of the so-called hidden champions. Highly qualified employees are the key to our success here. We create an atmosphere in which people feel welcome. Attractive working conditions and development opportunities are just as important as team spirit, equal rights and genuine cooperation. Employees are actively supported in their personal and professional development so that they can keep their specialist knowledge and professional qualifications up to date. Traditionally, the occupational training of junior staff is of high importance. Every year, more than 190 young people are in training at our company worldwide.

2.4 Machines in use worldwide

The third generation family-run company, which was founded in 1922, employs 3,000 employees at its 20 German and international sites. In addition to Germany, the company is represented with branch offices in Italy, France, Great Britain, USA, Brazil, Mexico, Japan, South Korea, China, India and Malaysia. An export share over 85% underlines our international orientation.

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3 Occupational safety and health protection policy

3.1 Health protection

Health is our most valuable asset. Healthy employees are an important requirement for the ability to perform and thereby the economic success of our company and job security. Health protection at the workplace, accident prevention and system safety are therefore principal objectives of our company. This is where we want to continuously improve and maintain the high level.

3.2 Compliance with occupational health and safety obligations

All managers and employees are obligated to comply with the statutory provisions and operational guidelines in occupational safety, protect their own health and the health of the other employees and consistently ensure with all actions that personal injuries and material damage, as well as work related illnesses but also adverse effects on the environment of the company are prevented. This especially includes the elimination of dangers and minimizing of risks as well as the proactive seizing of opportunities in the sense of continuous improvement. Management is willing to provide the necessary means accordingly.

3.3 Observance of occupational health and safety

Anyone who disregards these principles recklessly, deliberately or even intentionally and thereby impairs the health and ability to perform for himself and other employees or endangers residents of our operation places a burden on the performance and reputation of our company and will be held accountable accordingly.

3.4 Implementation of occupational health and safety

The processes involve not only specialists and officers but also employees and their representatives. Categorically, all employees are explicitly asked to make suggestions for accident and damage prevention and improve the health care and health protection at the workplace. Company management will collect and acknowledge the suggestions.

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4 Environmental policy

4.1 Environmental protection

As part of the "We care for tomorrow" central sustainability strategy, we have created important prerequisites for strengthening the long-term trust of our customers, employees and suppliers, as well as the social environment in our company, by implementing an environmental management system in accordance with DIN EN ISO 14001. We are committed to a continuous improvement of environmental management and environmental performance. As a company active in special machine construction, we work together with our customers to develop honest packaging solutions that make a working circular economy possible. We support our customers in establishing such solutions on the market.

4.2 Inclusion of and attention to the environmental concern

The development and design of a product as well as economic activity is always connected with the intervention in nature and the environment. Environmental protection not only benefits natural resources but also the company. Derived from that is the responsibility for reducing the consumption of natural resources and prevent the discharge of harmful emissions and to consistently improve the environmental compatibility of the products as well as the customer products. We pay attention to safe and environmentally friendly handling of hazardous substances and replace them with more compatible substitutes where possible. We seek environmentally and socially compatible solutions for our products, from production to disposal. The instilling of a solid environmental awareness and resource-preserving actions in daily work applies to the entire staff. Management promotes this sense of responsibility of their employees.

4.3 Compliance with binding commitments

We comply with statutory provisions, agreements and environmental laws. The compliance with binding commitments is a minimum requirement for us. We are cooperating with the responsible authorities accordingly. Beyond that, we want to take independent effective measures to protect the environment and improve the surroundings in which we work.


4.4 Collection of environmental indicators

The systematic collection and analysis of environmental indicators serves as the basis for the sustained preservation of resources. Data collected includes energy consumption, water consumption, waste and transports. This data is presented converted to greenhouse emissions as Corporate Carbon Footprint. Additionally, negative environmental effects are reduced by using resources sparingly and low-emission and low-waste production technology.

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